

The Afghanistan Engineering Support Program assembled this quarterly report. It is an approved, official USAID document. Budget information contained herein is for illustrative purposes. All policy, personal, financial, and procurement sensitive information has been removed. Additional information on the report can be obtained from Firouz Rooyani, Tetra Tech Sr. VP International Operations, (703) 387-2151.



USAID |
FROM THE AMERICAN PEOPLE

AFGHANISTAN

ENGINEERING SUPPORT PROGRAM

FINAL Q2 QUARTERLY REPORT FY2010

Draft Submitted: April 19, 2010 / Final Version Date: May 6, 2010
This publication was produced for review by the United States Agency for
International Development. It was prepared by Tetra Tech EM Inc.

This report was prepared for the United States Agency for International Development, Contract No. EDH-I-00-08-00027-00, Task Order 01, Afghanistan Engineering Support Program.

Principal	[REDACTED]	[REDACTED]	[REDACTED]
Contacts:	VP International Operations Tetra Tech, Inc. Washington, DC [REDACTED]	Senior Vice President Tetra Tech, Inc. Framingham, MA [REDACTED]	Project Manager Tetra Tech, Inc. Framingham, MA [REDACTED]

Implemented by:

Tetra Tech, Inc
1 Grant Street
Framingham, MA 01701
Tel: (508) 903-2000
Fax: (508) 903-2001



May 6, 2010

[REDACTED]
U.S. Agency for International Development
[REDACTED]

Kabul, Afghanistan

Re: Contract No. EDH-I-00-08-00027-00, Order No. 1; Afghanistan Engineering Support Program; Quarterly Report for First Quarter FY 2010

Dear [REDACTED]

Per section C.5, "Deliverables", paragraph D of the above referenced contract, we are at this time submitting the Final Quarterly Progress Report for the Second Quarter Fiscal Year 2010 with OIEE concurrence. The report covers the period of 1 January 2010 to 31 March 2010.

Very truly yours,

[REDACTED]
[REDACTED]
Deputy Chief of Party, Tetra Tech
OIEE-AESP

AFGHANISTAN ENGINEERING SUPPORT PROGRAM

FINAL Q2 QUARTERLY REPORT FY2010

May 6, 2010

DISCLAIMER

The author's views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

Table of Contents

1.0	Introduction	1
2.0	Staffing	1
3.0	Milestones & Deliverables	2
4.0	Work Order	3
5.0	Meetings	3
6.0	Action Items	3
7.0	Invoices, Projected Burn Rates, and Reach Back Usage	4

List of Tables

Table 4-1 Staffing and Deployment

List of Figures

Not Used

List of Appendices

Appendix A Work Order Status Spread Sheet

1.0 Introduction

The purpose of the contract is to provide technical assistance to the Office of Infrastructure, Engineering & Energy (OIEE), by providing a quick response from a Kabul based core of expat architectural and engineering professionals. The Kabul based Tetra Tech Team are to provide planning, design, technical support, and oversight support, while also contributing to capacity building, mentoring, and collaboration/coordination with appropriate stakeholders.

The estimated period of performance for this contract is five years from the signing of the contract. The contract signing date by USAID was 14 November 2009.

Technical assignments and tasks are categorized as either administrative (WO-A) or long term (WO-LT). Administrative work order (WO-A) are defined as those assignments taking less than or equal to 18 man days (144 man hours) or less, and most often performed by the core staff in Kabul. Long Term work orders (WO-LT) are defined as those tasks taking longer than 18 man days (144 man hours), and supported by the Home Office staff as a Reach Back assignment with Kabul core staff management.

Deliverables for the Contract include a Work Plan, Security Plan, Weekly Meeting Minutes, Quarterly Progress Reports, Performance Monitoring Plan (PMP), Annual Work Plan, Annual Project Report, and Final Report.

2.0 Staffing

2.1 Deployment

Table 2-1 Staffing and Deployment

Employee Name	Position	US Deployment Date
	Chief of Party	11/18/09
	Finance Manager	11/18/09
	Vertical Structures Lead	12/4/09
	Energy Lead	12/4/09
	IT Specialist (STTA)	12/4/09
	Contracts Manager	12/11/09
	Water/Sanitation Lead	12/21/09
	Junior Civil Engineer	12/21/09
	MIS Manager/Technical Writer (STTA)	12/21/09 (1)
	Water Resources Lead	2/15/10
	Junior Civil/Structural Engineer	2/15/10
	Geologist (STTA) (2)	3/6/10
	MIS Manager/Technical Writer	3/13/10

Note: (1) Moved to position of Water Wastewater Engineer after [REDACTED] arrival.

(2) STTA position to support MoPH and AUAF

2.2 Regional Rest Break (RRB) and Rest and Recuperation (R&R) Leave

Tetra Tech Corporate and Tetra Tech EM Inc written policy for Regional Rest Break and Rest and Recuperation Leave were submitted on February 21 and approved on February 24, with notation, by the Contracting Officer (CO). Tetra Tech EM Inc. submitted counter argument to CO notation on March 7. The following persons were on RRB or R&R during Q2 FY2010.

██████████	RRB	February 26-March 6
██████████	RRB	March 4-March 16
██████████	RRB	March 17-March 29 (Delayed in Dubai regarding visa)
██████████	RRB	March 25-April 6

3.0 Milestones & Deliverables

3.1 Major Milestones

January 15,	First staff member and Deputy Security Manager moved into the House
January 23,	The last of the in-country staff and the Security Manager moved into the House. IT service installed on the first and second floors of residence.
January 24,	██████████ arrived for visit.
January 27,	Tetra Tech hosted AUAF Workshop at the new Office
January 27,	Tax I.D. Number issued by Ministry of Finance
January 27,	AISA issued Tetra Tech EM Inc Business License No. I-11429
March 04,	Phoenix Obligation of additional ██████████ added to contract
March 15,	Bank account opened at Standard Charter Bank
March 30,	Phoenix Obligation of additional ██████████ added to contract

3.2 Deliverables

February 23, 2010	Final 2010 Q1 Quarterly Report Submitted.
February 23, 2010	Final Security Plan submitted to OIEE
March 14, 2010	Final version of Work Plan submitted
March 31, 2010	Final version of Branding and Marking Plan submitted
April 4, 2010	Final version of Performance Monitoring Plan (PMP) submitted

4.0 Work Orders

For a summary of all completed and active work orders see the WORK ORDER STATUS spread sheet in the appendix. The following work orders were cancelled or modified:

WO-A 0001A, The amended Work Order included reviewing the construction bid drawings for improvements to the Kabul Water System.

WO-A 0002A, The Work Order included additional work on the AUAF Master Plan.

WO-LT 0001, The concept design of the District Center was removed from the Work Order, per [REDACTED] on 07 February.

WO-LT 0003, The Worked Order for the Municipal Garage was cancelled.

WO-LT 000X, The Bio Sand Filter study was cancelled by [REDACTED], and work given to UNOPS.

WO-LT 000Y, The Herat to Chaghcharan Road Work Oder was cancelled and work given to [REDACTED], who had already done the field survey work.

Currently there are 23 Administrative Work Orders, with 11 still active. There are 5 active Long Term Work Orders with 9 pending the receipt of an NTP.

5.0 Meetings

The Tetra Tech Kabul Staff attended a large number of meetings and teleconferences with USAID, IRD, URS, UNOPS, ADB, Kabul University, Kabul Polytechnic University and others.

[REDACTED] had several meeting with stakeholders regarding the integration of Nangarhar into NEPS. [REDACTED] was involved in meeting with AUAF and UNOPS. [REDACTED] was equally involved in meeting regarding the District and Training center. [REDACTED] attended the weekly meeting with OIEE, and attended random meeting with members of the staff at AUAF, UNOPS, and JTC.

On 27 January, Tetra Tech hosted an AUAF Work Shop at the office. On 28 February, Tetra Tech hosted the USAID/OIEE Implementing Partners Capacity Building Coordination Meeting. OIEE, IOM, and UNOPS also attended meeting at the Tetra Tech Office.

6.0 Action Items

- 6.1 Direction needed from OIEE to close out WO-A 0001A, 0009, 0011, 0015, & 0017
- 6.2 Submit to OIEE, the SOW, ROM, and Transportation Engineer's CV for SPR.
- 6.3 Submit to OIEE, the SOW and ROM for LAMPs Airport Master Planning.
- 6.4 Prepare outline for data gathering program for Contractors Capacity Building.
- 6.5 Prepare presentation for Contractors Capacity Building Program

- 6.6 Outline requirements and recruit LN staff for PRT Support project.
- 6.6 Conduct drawing review for IOM 50 Bed Hospital and MEW Dorm and kitchen.
- 6.7 Locate expat staff to fill 5 new positions requested by OIEE
- 6.8 Recruit local national technical and non-technical staff.
- 6.9 Submit remaining 1420 forms and CVs for home office, and local national staff
- 6.10 Establish more meaningful and open relationship with Kabul Polytechnic University.

7.0 Invoices, Projected Burn Rates, and Reach Back Usage

- 1. Cumulative Expenditures as of December 31, 2009 [REDACTED]
- 2. AESP Estimated Invoices for the month of:
 - January 2010 [REDACTED]
 - February 2010 [REDACTED]
 - March 2010 [REDACTED]
 - TOTAL 2nd Quarter [REDACTED]
- Total Estimated Invoices for Project to Date [REDACTED]

- 3. Current estimated average burn rate per month [REDACTED]

Based on the current billing and projected burn rate, the \$ [REDACTED] in Obligated Funding will be exhausted the end of the third full week in June.

- 4. As of March 26, 468.4 Reach Back Days (3,747.3 Hours) of the budgeted 985 days have been used, this equals; 47.6% of the budgeted days.
- 5. When compared with the projected total contract rate of expenditure of 37.5%, these reachback hours are above the percentage amount projected due to the use of specialized reachback staff for the following Work Orders:
 - WO-A-0001 and WO-A-0001A – Kabul Water Study
 - WO-A-0013 Review of IOM 20 Bed Hospital
 - WO-A-0016 AUAF Board of Trustees Support
 - WO-A-0017 Faculty of Education Review
 - WO-LT-0002 American University of Afghanistan
- 7. Based on current invoicing and the projected burn rate, the Obligated Funding is projected to be exhausted by the end of the third week in June. Pending the expected receipt of the funding increase from [REDACTED] to [REDACTED] the issue of usage rate for Reach Back funding should be resolved.

Appendix A
Work Order Status Spread Sheet

WORK ORDER STATUS

Afghanistan Engineering Support Program
 IQC: Task Order 01 - EDH-I-00-08-00027-00
 USAID Technical Office: USAID/Office of Infrastructure, Engineering, and Energy (OIEE)
 Revised 8 April 2010, Tracking Costs as of April 2, 2010

Work Order Number	Program Type ⁽³⁾	Tetra Tech Lead	Description	Assigned By	Technical POC	Status ⁽⁴⁾	Work Order Issue Date	Work Order NTP Date	Modification Date	Scheduled End Date	Completed Date	Estimated Cost (ROM)	In Country Cost to Date ⁽⁶⁾	Reach Back Cost to Date ⁽⁶⁾	Total Cost to Date ⁽⁶⁾	Funding Source	Outstanding Items	Other Notes
WO-A: Administrative Work Orders⁽¹⁾																		
WO-A-0001	W/S		Review Kabul Water Study			Complete	12/21/2009	12/28/2009		1/15/2010	1/17/2010	NA				OIEE		Extension of work anticipated based on JJS meeting with KfW
WO-A-0001A	W/S		Review of Kabul Water MTP-1 Bid Docs			Open	2/1/2010	2/2/2010	2/21/2010	3/15/2010	3/16/2010	NA				OIEE		Documents submitted 3/16/10. WO pending notice of completion from USAID
WO-A-0002	VS, E, & W/S		Review of AUAF Master Plan Infrastructure			Complete	12/10/2009	12/28/2009		1/4/2010	1/6/2010	NA						
WO-A-0002A	VS, E, & W/S		AUAF Master Plan Rev & SOW/ROM			Complete	1/25/2010	1/25/2010		2/6/2010	2/6/2010	NA						Extension of WO-A-0002 for scoping of WO-LT-0002
WO-A-0003	W/S		GBHS Sanitation			Complete	1/11/2010	1/13/2010		2/28/2010	2/22/2010	NA						Finalized revisions based on USAID comments
WO-A-0004	E		GBHS Electrical			Complete	1/12/2010	1/13/2010		2/28/2010	2/15/2010	NA						Review of electrical panel submittal being performed under this WO
WO-A-0005	W/S		GBHS Water Supply			Complete	1/13/2010	1/13/2010		2/28/2010	2/22/2010	NA						Finalized revisions based on USAID comments
WO-A-0006	W/S		Sardar GHS Sanitation			Complete	1/14/2010	1/16/2010		2/28/2010	2/22/2010	NA						Only initial site visit performed, future work to be under LT WO
WO-A-0007	E		Sardar GHS Electrical			Complete	1/14/2010	1/16/2010		2/28/2010	2/15/2010	NA						Work to be performed under LT WO
WO-A-0008	W/S		Sardar GHS Water Supply			Complete	1/14/2010	1/16/2010		2/28/2010	2/22/2010	NA						Only initial site visit performed, future work to be under LT WO
WO-A-0009	E		Integration of Nangarhar into NEPS			Open	1/29/2010	1/30/2010	2/23/2010	3/31/2010		NA				OIEE		Feedback from USAID by 4/1/10
WO-A-0010	PA		Review of BS-25 Draft Position			Complete	1/29/2010	2/2/2010		2/5/2010		NA						Draft memo submitted 2/6/10, waiting for USAID comments
WO-A-0011	E		HFO Feasibility for Tarakhi Power Plant			Open	1/29/2010	2/3/2010	3/6/2010	3/31/2010		NA				OIEE		Report submitted 3/25/10. TT awaiting Review and comment from USAID
WO-A-0012	PA		Position Advertisements			Complete	2/15/2010	2/15/2010		2/25/2010	3/7/2010	NA						
WO-A-0013	E		Third Party MEP Review of IOM 20 Bed Hospital			Complete	2/15/2010	2/17/2010	3/3/2010	3/15/2010	3/14/2010	NA						
WO-A-0014	PA		Construction Equipment Costs			Complete	2/22/2010	2/23/2010		3/4/2010	2/25/2010	NA						
WO-A-0015	E		MOT Electrical			Open	3/4/2010	3/4/2010		4/30/2010		NA	\$855			OIEE		Keep open for on-call questions from USAID
WO-A-0016	VS		AUAF Board of Trustees			Pending Close	3/4/2010	3/6/2010		3/31/2010		NA						
WO-A-0017	VS		Faculty of Education			Open	3/15/2010	3/15/2010		3/25/2010		NA						Submitted
WO-A-0018	WR		Pu-e-Khumri Dam #1 Review			Open	3/28/2010	3/28/2010		5/1/2010		NA				OIEE		
WO-A-0019	WR		Pu-e-Khumri Dam #2 Review			Open	3/28/2010	3/28/2010		5/1/2010		NA				OIEE		
WO-A-0020	E		SEPS Additional Work			Open	3/29/2010	4/1/2010		4/30/2010		NA				OIEE		
WO-A-0021	VS		MoEW VTC Rehab Drawing Review			Open	4/5/2010	4/6/2010		4/20/2010		NA				OIEE		
WO-A-0022	VS		50 Bed Wmn Hosp Drawing Review			Open	4/5/2010	4/6/2010		4/12/2010		NA				OIEE		
WO-A-0023	CA		Data Collection for Afghan Contractors Capacity Building			Open						NA				OIEE		Meeting on 3/30 to discuss
WO-LT: Long Term Work Orders⁽²⁾																		
WO-LT-0001	VS		DC, TC, Government Building Concept Design			Open	12/14/2009	1/5/2010		3/26/2010						DG	1.) Direction from USAID to investigate prefabricated building option.	1.) DC removed, SOW and ROM Amendment required from TT. (2) SOW and ROM Required for larger training center version.
WO-LT-0002	VS, E, & W/S		AUAF Concept Design			Open	12/14/2009	2/18/2010	3/27/2010	5/1/2010						OSSD		Extension requested
WO-LT-0004	W/S, E		MoPH Geotechnical and Test Well			Open	2/8/2010	3/17/2010		4/15/2010								
WO-LT-0005	W/S, E		GBHS Utility Construction Documents			Open	2/15/2010	3/17/2010	3/24/2010	3/31/2010							Ex: Grading and well locations	Pending Information from UNOPS
WO-LT-0006	W/S, E		SGHS Utility Construction Documents			Open	2/15/2010	3/17/2010	3/24/2010	3/31/2010							Ex: Grading and well locations	Pending Information from UNOPS
Pending Work Orders																		
WO-A-0024	CA		Presentation for Afghan Contractors Capacity Building			Pending										OIEE		Meeting on 3/30 to discuss
WO-A-0025	WR		Kajaki Dam			Pending										OIEE	Chinese Translator, Travel Planned for April 6-8, 2010	
WO-A-0026	T		Environmental Haz Waste Assessment			Pending USAID SOW										OIEE	USAID needs to define the SOW	Need Scope from USAID
WO-LT-0007	T		QA Oversight SPR - Southern & Eastern Afghanistan			Pending TT SOW/ROM	2/23/2010									SPR		TT preparing SOW and ROM (HIGH PRIORITY)
WO-LT-0008	T		LAMPs for Maimana & Faizabad Airport			Pending TT SOW	3/1/2010											TT preparing SOW (ROM Submitted to USAID 3/27/10 and approved)
WO-LT-0009	Tech Support		PRT Field Support			Pending USAID SOW												
WO-LT-0010	VS		MOPH Drawings Review			Pending USAID SOW											USAID needs to define the SOW	Meeting on 3/30 to discuss
WO-LT-0011	E		Tarakhi Start-Up Inspection			Pending USAID SOW											USAID needs to define the SOW	Meeting on 3/30 to discuss
WO-LT-0012	E		Line			Pending USAID SOW											USAID needs to define the SOW	
Cancelled Work Orders																		
	W/S		Bio Sand Filter			Cancelled												CANCELLED
WO-LT-0003	VS		Prototype Garage 100% Design			Void	12/14/2009	NA		NA	NA					NA		CANCELLED

Work Order Number	Program Type ⁽³⁾	Tetra Tech Lead	Description	Assigned By	Technical POC	Status ⁽⁴⁾	Work Order Issue Date	Work Order NTP Date	Modification Date	Scheduled End Date	Completed Date	Estimated Cost (ROM)	In Country Cost to Date ⁽⁶⁾	Reach Back Cost to Date ⁽⁶⁾	Total Cost to Date ⁽⁶⁾	Funding Source	Outstanding Items	Other Notes
WO-LT-00xx	T		Herat-Chaghcharan Road Illustrative Task Order			Cancelled											Available Afghani Aerial Surveyor OR Satellite Imagery OR Investigate airspace for foreign contractors	CANCELLED

Notes ⁽⁶⁾:

(1) Work Orders with anticipated level of effort of 18-mandays or less

(2) Work Orders that are planned to equal more than 18-mandays

(3) Program Type: Professional Activity (PA), Contracts Assistance (CA), Energy (E), Transportation (T), Vertical Structures (VS), Water/Sanitation (W/S) or Water Resources (W/R)

(4) Status: Pending Approval, Open, or Complete

(5) Assigned with knowledge

(6) Labor, expenses, OH, GA, and fee as of April 2, 2010. Does not include uplifts for in-country staff or Power Engineering costs.

RED-AWAITING TT RESPONSE
BLUE-AWAITING USAID RESPONSE

USAID/Afghanistan.
U.S. Embassy Cafe Compound
Great Masood Road
Kabul, Afghanistan
Tel: 202.216.6288
<http://afghanistan.usaid.gov>